



MEMORANDUM

TO: Mayor and Council Members 

FROM: Rosie Truelove, Director
Neighborhood Housing and Community Development Department

DATE: June 11, 2019

SUBJECT: Update on Resolution No. 20180628-080 regarding connecting low-income households in need of housing with available income restricted units

This memorandum is an update to [Resolution No. 20180628-080](#), which directed the City Manager to propose a system to connect low-income households in need of housing with available income-restricted units. Additionally, it directed the City Manager to develop the system for income-restricted units that do not have a waitlist program, such as incentivized affordable units, before including units that do have a waitlist program, and should consider including buildings with multiple affordable units before including buildings with fewer affordable units.

Staff has identified and initiated work with a software development firm to create a web-based software application that will be used to connect low-income households with available income-restricted units through a waitlist management program when it is operational. The waitlist system is one component of a comprehensive online management system project to reconfigure data systems and related business processes. Staff continues its work in the implementation of the comprehensive online management system project to reconfigure data systems and anticipates implementing online services for Neighborhood Housing and Community Development Department's Down Payment Assistance program toward the beginning of FY 2020. Staff also anticipates phasing in additional programs throughout FY 2020. Staff will provide an update in six months on the progress and the planned implementation timeline.

Should you have questions, feel free to contact me at (512) 974-3064 or rosie.truelove@austintexas.gov.

cc: Spencer Cronk, City Manager
J. Rodney Gonzales, Assistant City Manager